

County of Volusia
Human Services Advisory Board
Tuesday, October 23, 2012 3:30 pm
United Way of Volusia
3747 W. International Speedway Blvd.
Daytona Beach, Florida

Members Present:	Members Absent:	Staff:
Dave Lynn Thomas Dockery Nancy Siebert (Alternate) Johnnie Chavis (Alternate) Princess Davis (Alternate) Lawrence Glinzman Clay Laroche Sebrina Slack	Shirley Ellison (Excused) Deborah Bacom (Excused) Sharon Warriner (Excused) Dr. Olu Enwaye (Excused) Abbe Hoffman (Unexcused) Norma Bland (Unexcused) Anthony Brown (Unexcused) Treshawndra Capers (Excused) Susan E. Clark (Unexcused) Kathy Spencer(Excused)	Patricia James Dawn Jackson Walter Lacey Helen Worthy Susan Rodriguez S. Kim Johnson

Public participation is encouraged on matters on the agenda. If you desire to be recognized by the Chair, please fill out a request form and present it to one of the staff members present. This will allow the Chair to provide ample time for those desiring to be heard. Public comment on issues on the agenda or public participation shall be limited to three minutes.

Item 1 - Call to Order

- Dave Lynn called the meeting to order at 3:36 p.m.

Item 2 – Pledge of Allegiance

- The Pledge of Allegiance was lead by Dave Lynn

Item 3 – Roll Call

- Dawn Jackson proceeded in the roll call and determined a quorum was not present.

Item 4 – Approval of the July 24, 2012 Minutes

Motion was made by Sebrina Slack and seconded by Lawrence Glinzman to approve the minutes from the July 24, 2012 meeting.

Item 5 – Board Chair Report

Dave Lynn stated there was nothing specific to speak about. Mr. Lynn stated the community meetings were successful and members were elected or re-elected to represent the low-income population. He also reminded board members to report all volunteer hours.

Item 6 – Managers Report

- Ms. James informed the board that the CSBG modification was approved by the state and the FSS banquet was a success. She thanked the board members that attended. Members from county council and upper management also came to support the event. A special thank you was given to Dave Lynn and FPL for sponsoring the event.
- Ms. James noted that due to low attendance the Board Orientation and Planning Meeting was canceled. She stated it was a requirement that the board receive training to understand their roles and responsibilities in serving on the board.
- Ms. James discussed the fiscal year comparison report for Human Services which identifies the number of clients seeking assistance, the number interviewed and the number served in each office.
- Ms. James briefly talked about ROMA (Results Oriented Management and Accountability) training for board members that will be scheduled during the second quarter.

Item 7- CSBG Financial Summary

- Walter Lacey explained the financial summary and noted that all money was spent except \$48,000. He anticipates the state will roll over the funds to fiscal year 2012-13.

Item 8 – New Business

- Ms. James reviewed 4th quarter FY 2011-12 CSBG report. The report was approved by the board.
- Approval of new board members.

Anthony Brown-Representative

Johnnie Chavis-Alternate (DeLand area)

Motion was made by Lawrence Glinzman and seconded by Sebrina Slack.

Thomas Dockery-Representative

Nancy Siebert-Alternative (Daytona Beach area)

Motion was made by Sebrina Slack and seconded by Clay LaRoche.

Norma Bland-Representative

Vacant-Alternative (New Smyrna Beach area)

Motion was made by Thomas Dockery and seconded by Nancy Siebert.

- Board Orientation- Information Memorandum 82 (Tripartite Board)

Ms. James reviewed the IM 82 and explained to the board the importance of this document as a requirement for CSBG funding. She encouraged members to read the document.

- Training date to complete the Meliora pilot project-Module 3 and 5
Ms. James informed the board members there are two modules to complete and gave them feedback received from the Meliora based on the board comments on the previous training. It was suggested that staff check availability of the training room and follow-up with board members on a date to complete the training.

Item 9 – Announce Next Meeting Date – January 22, 2013

Item 9 – Adjournment - Meeting adjourned at 4:18 pm

ATTEST:

APPROVED:

RECORDING SECRETARY

CHAIRMAN